



City of Scottsdale
Parks & Grounds Division
CAP Basin Sports Complex
8081 E. Princess Drive
Scottsdale, AZ 85255
Phone: (480) 312-7529 FAX: (480) 312-7525

CAP BASIN REQUEST FORM – TOURNAMENT

ORGANIZATION		RESPONSIBLE PARTY		
ADDRESS		CITY, STATE		ZIP
PHONE (HOME)		PHONE (ALTERNATE)	EMAIL	
EVENT PLANNED		NO. PARTICIPANTS	YOUTH <input type="checkbox"/>	ADULT <input type="checkbox"/>
REQUESTED FIELD(S)	REQUESTED DATE(S)	REQUESTED HOURS		
			TO:	
			TO:	
			TO:	

Will any apparatus or equipment be moved onto the sports fields? YES ☐ NO ☐
If YES, explain

Will beer be served? YES ☐ NO ☐
If YES, explain

Explain your Field Prep and equipment needs:

Explain your use of Concession/Merchandise/Vendors:

I understand that this is a request for tournament use and I will be contacted to create a contract. If approved, a 10% deposit will required to secure a reservation and the balance of the fees must be paid in full 45 days prior to the reservation date. Furthermore, I have read, understood, and agree to abide by the City of Scottsdale Use Regulations.

Signature _____ Date _____

For Official Use Only

Date request received: _____ Staff: _____

Approved: _____ Date: _____ Permit number: _____